

Carbon Career & Technical Institute
Joint Operating Committee Minutes

Regular Meeting
January 19, 2023

The Carbon Career & Technical Institute Joint Operating Committee met **Thursday - January 19, 2023** for its Regular meeting. The meeting, held in the dining room of the School, 150 West 13th Street, Jim Thorpe, Pennsylvania, was called to order by the Chairman, Mr. Gerald Strubinger, at 7:46 PM with the Secretary being present, virtually.

	Present	Absent
Mr. Gerald Strubinger, Chairman	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mr. Nathan Foeller, Member	<input checked="" type="checkbox"/> *	<input type="checkbox"/>
Mr. Earl Paules, Member	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mrs. Renee DeMelfi, Member	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mr. Thomas Connors, Member	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Mr. Brent Borzak, Administrative Director	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mrs. Michelle Allen, Principal	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mrs. Christine Trovato, Facilitator of Special Education	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mr. Jeffry Deutsch, Bus. Administrator/Treasurer	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mr. Nate Rinda, Director of Technology	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mr. Ken Walters, Supervisor of Bldg. & Grounds	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mrs. Francine Kluck, Adult Education Site Supervisor	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mr. Rich Flacco, Alternate Member	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mr. Jeremy Glaush, Alternate Member	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mrs. Stacey Connell, Alternate Member	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Mr. Steven Foster, Alternate Member	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ms. Chrissie Houser, Alternate Member	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mr. Robert Presley, Superintendent of Record	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Attorney Robert T. Yurchak, Solicitor	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mrs. Christina A. Graver, Secretary	<input checked="" type="checkbox"/>	<input type="checkbox"/>

*8:40 p.m. departure

Others present: CCTI Students: Ava DeMelfi, Graphic Design Sophomore (Panther Valley SD), Jeremy Salvaggio, Carpentry Senior (Palmerton ASD); Members of the Public: Austin Buyce, Danielle Paules; CCTI Staff: Thomas Bartholomew, Welding Instructor, Sandi Kohutka, Instructional Aide and Senior Class Advisor, Jeremy Pease, Drafting and Design Technology Instructor, Brandi Schmoyer, Physical Education/Health Teacher and Underclassmen Advisor, Henry Woods, School Police Officer

The Committee met in Executive Session prior to the meeting to discuss personnel, litigation, and negotiation items.

Approval of Minutes

- A. MOTION by Mrs. DeMelfi, SECONDED by Mr. Foeller to approve the Minutes of the December 15, 2022 Reorganization and Regular Meeting.

VOTE: YES - 5 NO - 0 ABSENT - 0 ABSTENTIONS - 0

Motion carried.

Courtesy of the Floor to Visitors

NONE

Approval of Payment of Bills

- A. MOTION by Mrs. DeMelfi, SECONDED by Mr. Foeller to approve Payment of Bills - General Fund and Other Accounts.

ROLL CALL VOTE:

	Yes	No	Absent	Abstain
Mr. Paules - Palmerton	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Foeller - Lehighton	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mrs. DeMelfi - Panther Valley	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ms. Houser - Weatherly	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Strubinger - Jim Thorpe	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Motion carried.

Approval of Treasurer’s Reports (December 2022)

- A. MOTION by Mrs. DeMelfi, SECONDED by Mr. Foeller to approve the Treasurer’s Report for December 2022 showing a final balance of \$6,750,590.95 in the General Fund, and \$76,285.67 in the Student Activities Account.

ROLL CALL VOTE:

	Yes	No	Absent	Abstain
Mr. Paules - Palmerton	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Foeller - Lehighton	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mrs. DeMelfi - Panther Valley	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ms. Houser - Weatherly	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Strubinger - Jim Thorpe	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Motion carried.

X. Administrative Reports

Mr. Borzak introduced the following for their individual monthly report starting with his own:

- A. Director’s Report – Mr. Brent Borzak, Administrative Director

Mr. Borzak stated that this is his favorite part of the meeting where he has the opportunity to recognize students and staff at CCTI.

He began by complimenting the Culinary Arts students as well as Chef A.J. Burke and Ashleigh Rehrig, Culinary Arts Instructional Aide on a “class A” dinner provided to the Joint Operating Committee members and administration this evening.

He then drew the attention of the members, alternates, administration, and public members to the newly crafted name plate holders. Per Ms. Graver’s inquiry, Mr. Jeffrey Hazelton, Carpentry Instructor, Mr. Walter O’Donnell, Carpentry Instructional Aide, and carpentry students Molly Kislán (WASD sophomore), Christal Kislán (WASD senior), and Monica Apanco (PVSD senior) agreed to create and produce six (6) additional name plate holders (expected member/administrative attendance was more than the number of holders previously in existence). Sample holders were created and a final product was chosen. Mr. Hazelton and his students went above and beyond and created a total of twenty-six (26) to replace the outdated (CCAVTS) holders currently utilized for JOC meetings and provide additional holders for larger meetings. The final product, stained wood with rounded edges and dark green inlaid lettering (CCTI), was available for use at the January meeting. Mr. Hazelton and students will collect the holders after the meeting to finish with a protective sealer. Time restraints did not allow drying time prior to the meeting. All in attendance agreed that the holders are well made, stylish and a welcome addition to the meetings. A special thank you from Ms. Graver to Mr. Hazelton, Molly, Christal, and Monica for the willingness to take on this additional project, the beautiful craftsmanship that went into each, and the expedited workmanship to allow for use at the January meeting. (Additional note: Molly and Christal are the daughters of WASD Alternate Representative Chrissie Houser)

Mr. Borzak then followed with introductions of the following staff and students in attendance with presentations.

a. Brandi Schmoeyer, Health/PE Teacher & Underclassmen Advisor

- Underclassmen Activities
 - 3 meetings so far
 - We have done one a month however we will be have at least two a month with all the activities coming up
 - Did a Kidz First Fundraiser
 - Christmas/ Holiday Spirit Week
 - Candy Gram for Valentine's Day
 - Students can purchase candy to send to a friend or significant other on Valentine’s Day
 - We will start selling Grams January 30 - February 6 during lunches
 - Class Officers will hand them out February 14
 - Money will be distributed between the underclassmen funds
 - Spring Fundraiser
 - Looking to sell Candles
 - CTE Month Spirit Week
 - February 21-24
 - CTE Month
 - Juniors officers will be interviewing Tech teachers and taking pictures of students working in their tech area to post on our social media page
 - Students must run pictures and interview by me prior to posting
 - Field Day
 - Sometime in May

- Juniors and Seniors will be helping me create and implement the day
 - Donate a scholarship for Senior Award
 - Scholarship to one outstanding Senior from the underclassmen

- b. Thomas Bartholomew, Welding Instructor
 - CCTI Welding/Precision Machine Technology Hosted Competition

We held a fun welding competition here at CCTI. We competed against seven (7) different schools with thirteen (13) students that competed. It was a fun day for the students to display their skills and talents. The projects they had to build challenged them to see where their skill set is and what they need to work on for the upcoming competitions. It is always a great time when you welding students and welding instructors together in one place. All the welding instructors hung out in the classroom and we all talk about what we are doing in the classroom and out in the lab. It was a great networking event for both students and welding instructors. Prizes were donated by Lincoln Electric and Don Brady from Linde welding supply. Judges were Don Brady (Linde), Thomas Bartholomew Sr. (Saylorsburg Metal Works), and Ken Bond and I want to thank them for their time because they said it was a tough competition all the way around.

Mr. Borzak added that 7 students participated in the precision machine technology competition. After the competition, all student participants as well as their instructors gathered in the dining room for lunch. It was a great opportunity for them all to meet and exchange information, experiences, and knowledge. Each individual left with a prize/gift. Mr. Borzak stated that many compliments and words of gratitude were received from the participating school after the event.

- c. Senior Class President, Jeremy Salvaggio (Palmerton ASD, Carpentry)
 - Class Update
 - All seniors have received a CCTI senior shirt that was generously paid for by CCTI. Thank you again for providing this!
 - A senior class photo was taken by JamiLynn McFarland-Johannsen, yearbook advisor, in front of the school. All seniors wearing their shirts. Nate Rinda, Director of Technology also used the drone and took a photo of the seniors in a "23" formation up on the field. Both of these photos will be in the yearbook. Thank you JamiLynn and Nate!
 - Cap & gown orders have been ordered and distributed. A few seniors ordered after the first deadline and are waiting for delivery.
 - Senior Class officers were voted on and are as follows:
 - Jeremy Salvaggio, President (Palmerton ASD, Carpentry)
 - James Mills, Vice President (Jim Thorpe ASD, Drafting and Design Technology)
 - Ella Burns, Secretary (Panther Valley SD, Cosmetology)
 - Alex Blasko, Treasurer (Panther Valley SD, Computer/Electronics Engineering Technology)

Congratulations!
 - A Krispy Kreme fundraiser for the classes has just finished. Over 580 boxes were sold!
 - Senior class will be hosting another Krispy Kreme fundraiser in the spring. The profits will help pay for decorations, the DJ and the photo booth for this year's prom. Prom will be held at Penn's Peak on May 12, 2023.

- The senior class has also donated money to a CCTI Senior student whose family has recently suffered a tragedy. The class officers voted to use some of our profit money for this cause.

Thank you for all of your support!

Mr. Borzak introduced Sandi Kohutka, Senior Class Advisor who was in the audience. He stated what a fantastic job she does as advisor and shared that she is extremely organized and motivated. Recently, Mrs. Kohutka was transferred into the Health Medical classroom as an instructional aide. Mr Borzak said that this move is a perfect match and allows her to use her abilities to their full potential.

Mrs. DeMelfi stated that what the students and staff did to raise funds for a CCTI student in need was admirable. Mr. Glaush added that it was great to hear and that we need more of that in society. Mrs. Allen stated that not only were senior students involved in this endeavor but also students from all classes as well as staff.

d. Ava DeMelfi, Graphic Design Sophomore (Panther Valley SD)

- Round Table Discussion with PA Department of Education Executive Deputy Secretary Dr. Debora Carrera

Ava shared her experience and expressed how impressed she was that Deputy Secretary Carrera not only truly listened to her and her fellow students, but also was engaged and genuinely interested in what they had to share. She said their visit made her feel like they truly had a voice and were being heard.

Mr Borzak explained that on the day of Dr. Carrera's visit she was limited to time. This did not allow her to get to all of the technical areas throughout the school. He thought a roundtable discussion with a few students might be a nice idea for her to have an opportunity to interact. Mr. Borzak said that all of the students and staff she met were very impressed by her sincerity.

Ava added that Dr. Carrera asked the students what technical area they were each in, what they were learning in that area, and how technical education compared to that in their home school. Ava stated that most students answered the same, sharing that they feel the staff at CCTI is much more involved with the students, the students are much more involved in general, and that the students feel more a part of the school and experience a feeling of personal growth. They also spoke of their desire to rid career & technical education of the stigma that still surrounds it.

Mr. Paules spoke up stating that when people get home and they turn on the spigot in their sink, a plumber did that, and they may have come from this or another trade school. When they drive home in the evening, they do so in their car that a welder, who may have come from this or another trade school, welded. He expressed the overall importance of all of the trades.

Mrs. DeMelfi (JOC Vice-Chairman and Ava's mother) told members that Dr. Carrera even shared her personal business card with each of the students allowing them to contact her in the future. Mrs. DeMelfi also thanked Mr. Borzak for the beautiful, personal letter each of the participating students received from him after Dr. Carrera's visit. She said it really meant a lot.

Mr. Borzak added that all of these reasons are why he, the faculty and staff continue to try to get students involved in hands-on projects both in house and in the community.

B. Principal's Report – Mrs. Michelle Allen, Principal

a. CCTI Happenings

- February will be celebrating Career & Technical Education (CTE) month to include the following activities, as well as several others:
 - Valentine's themed semi-formal dance
 - Karaoke during lunches – this was done prior to the holiday break and the students really enjoyed it
 - CTE trivia
 - CTE Olympics – students will compete by participating in a task from another technical area (i.e. a welding student rolling perm rods or a cosmetology student doing a pencil drawing in graphic design), giving the students a better perspective of what their schoolmates are learning and how difficult some of these tasks actually are.

Mrs. Allen said that she is looking forward to celebrating her first CTE month at CCTI as she has heard of all of the wonderful activities the school has done in the past.

- Mrs. Allen and Mr. Colosimo, Guidance Counselor hand delivered course handbooks to all of the sending schools. In the near future, tours of CCTI will be held for 8th grade students in the county.

b. Alumni Spotlight – PowerPoint Presentation

- Drafting and Design Technology
 - Katarina Kattner, 2015 Graduate
 - Bachelors in Computer Engineering
 - Associates in Architecture Draftsman/Technical Engineer for US Army (2015-2022)
 - Military Experience:
 - i. Technical Engineer
Team Lead: 2017-2021
 - ii. Squad Leader (AF Deployment): 2017-2018
 - iii. Squad Leader (Syria Deployment): 2018-2019
 - iv. Chemical NCO: 2021-2022
 - v. Drill Sergeant: 2022-Present

Mrs. Allen shared that Katarina had hoped to be present at the meeting but due to her new role with the Army, she was unable to attend. She wanted to thank Mr. Pease, Drafting and design Technology Instructor for all he did for her in her years at CCTI. Mr. Pease said that she came back to the classroom and spoke to his current students. Mr. Borzak remembers her being a quiet girl. He stated that Mr. Pease believing in her and her abilities contributed to her success today.

- Austin Buyce – 2018 Graduate
Austin was present at the meeting and shared his journey of the past five years from graduation. He spoke of the large-scale engineering projects he has been a part of including a roll designing Highwood USA's Hazelton plant at the age of 17. He explained that he had wanted to attend CCTI his freshman year of high school through the exploratory program. At the time, only ten students from each sending school could participate. He was disheartened to learn that he was 15th on the list. As time progressed students for differing reasons, returned to the sending school. With each return, he moved one step closer on the list. To his delight, he eventually worked his way up into the top ten and was afforded a spot in Drafting and Design Technology. He continued in that trade area for all four years of his high school career. He remembers coming over to the school and almost immediately making friends and feeling included. Through working on projects at the school, he learned valuable skills

such as time management, among others that have contributed to his success as of today. Currently, after working in the Pittsburgh area, Austin is back in the county, closer to family and friends working in Nesquehoning at Stronghold Digital Mining located at the former Panther Creek Power Plant. Once things are up and running smoothly, he hopes to collaborate with CCTI to offer cooperative education opportunities to high school students.

Mrs. Allen shared that when the outdated Drafting and Design Technology computers were being replaced, students were given the opportunity to purchase them for home use at a discounted price. Austin through his generosity, purchased two of those computers to be given to CCTI students.

Mr. Borzak stated how well-spoken, polished and professionally Austin presented himself at this evening's meeting. He said that Austin is an example of what you can achieve through hard work, dedication, and drive.

C. Business Administrator's Report – Mr. Jeffry P. Deutsch, Business Administrator

a. 2023-2024 CCTI Budget Update:

Brief update/approval status of the 2023-2024 CCTI budget.

Weatherly Area School District has voted on approved CCTI's proposed budget from the 2023-2024 school year.

Mr. Borzak said that Mr. Deutsch has been doing a great job going out to the district school boards, answering budgetary questions, and representing CCTI.

D. Facilitator of Special Education Report – Mrs. Christine Trovato, Facilitator of Special Education

The team at CCTI continues to offer various opportunities, supports and services for students to achieve success. We hold students to high standards and expectations. Co-Teachers and In-Class Support staff are scheduled in most technical and academic classes as an added mode of support. For students who struggle with math and reading in the technical areas, CCTI offers *Integrated Tutoring* services within the technical area. Tutors shadow students and Technical Instructors to gain an understanding of the instructional content and areas students struggle with. Tutors work with the student in applying the concepts in the lab. For students who require a higher level of tutoring, students are provided instruction in a small group setting for a brief period and then return to the lab to apply remediated concepts and skills.

After School Extra Help continues to be available for students two days per week for academic and technical program assistance. Students are required to sign up for tutoring at least 48 hours in advance in order to provide teachers advance notice and to reserve transportation. Students sign up independently by using a Google Sign Up form. After School Help is strongly recommended for students who are struggling to understand instructional content, if they are behind on assignments, and to take advantage of retesting opportunities.

During the Keystones assessment window, students have been scheduled for academic tutoring so they will be able increase their grades, complete overdue assignments, and receive individual and small group assistance.

For students who require additional help beyond *After School Extra Help*, *Intervention Tutoring* is available on Wednesday, on an A/B rotation basis. Academic teachers identify the students who need the additional support, and schedule them as needed. Intervention tutoring enables students to get back on the track to success.

CCTI will continue to hold our students to high expectations and standards, and will continue to find ways to help our students achieve success.

- E. Building and Grounds Report – Mr. Ken Walters, Supervisor of Buildings and Grounds
- Mr. Walters complimented Mr. Buyce on his presentation. He then gave a brief update on architectural design study with Administration, which could potentially add space and therefore more student opportunities at CCTI.
 - Rebranding of exterior building with Carpentry, ACR, Graphics
 - Branding of the remaining CCTI vehicle fleet with ACR, Graphics
 - New Combi ovens received and installed with Culinary Arts
- F. Technology Report – Mr. Nate Rinda, Director of Technology
- Chromebooks - Chromebooks serviced and internal repairs.
 - Esports - now up to 26 members. Thursday after school available. Next Rocket League competition to join again will be end of February 2023. Will be playing two Tier 1 Teams of 5 Players each for Local/State competition.
 - Keystones - Preparation for Winter Session online testing moving along smoothly with no issues.
 - DRC-WIDA - Testing all set for ESL students. Will test over the next week in January.
 - Website - Pushed out the new CCTI Website refresh on Sunday, January 8, 2023. We will be continuing to work on updates and other items.
 - Drafting - Computer lab replacement in progress. Approximately 60% complete.
 - CCTI Digital Sign - Hot Spot replaced and overall service performed.
 - CCTI - Room TV/Monitor upgrades. Working on replacing/upgrading some older TV/monitors in classrooms.
 - Continued daily technology support/service for all of CCTI.
- G. Adult Education Report – Ms. Francine Kluck, Adult Education Site Supervisor

Course Offerings Winter/Spring 2022-2023

Air Conditioning Fundamentals	Welding Technology
Heartsaver® First Aid and CPR/AED	Introduction to Precision Machining
Nurse Aide	ServSafe® Exam
Pharmacy Technician	Forklift
	PA State Inspection Mechanic Certification

GED Preparation Course

Program descriptions, orientations, and start dates are available at www.carboncti.org/adult-education; schedule available. Follow our happenings on Facebook @cctiadulted or Carbon Career and Technical Institute – Adult Education.

Outreach and Program Development Report

- January 3 – Spring Day/Evening GED class start
- January 4- Nurse Aide Orientation
- January 6- GED orientation at Carbon County CareerLink
- January 9 – Spring Evening Zoom GED class start
- January 10 – Nurse Aide Orientation
- January 10- GED CCTI Staff Program Improvement Team meeting
- January 18 - Pearson Vue Testing Center open
- January 24 – Spring Carbon County Prison GED class start

(con't)

- January 24 – PennDot Inspection training scheduled to begin

Employment Opportunities

Adult Evening Welding Instructor

Carbon Career & Technical Institute is looking for a part-time evening Welding Instructor. The purpose of this position is to provide theoretical and hands-on instruction designed to promote social, intellectual and employment growth. The ultimate goal is to produce entry-level, employable students or to further the education of those already employed.

The selected candidate must demonstrate proficiency with SMAW, GMAW, FCAW, GTAW, OFC and Plasma cutting. AWS certification preferred and excellent communication skills required. The candidate must have minimum of 3 years documented welding experience.

For detailed information about this career opportunity, please contact the Adult Education Site Supervisor at fkluck@carboncti.org or 570-325-3682 x1517. Open until filled. EOE

H. Superintendent of Record Report – Mr. Robert Presley, Jim Thorpe Area School District Superintendent

In Mr. Presley’s absence, Mr. Borzak shared what a strong supporter he is of the school and that regular meetings happen between the two keep Mr. Presley’s apprised of CCTI happenings.

Items of Business

Personnel

MOTION by Mr. Glaush, SECONDED by Mrs. DeMelfi that the following motions be approved:

Instructional Aide Appointed

- A. to appoint Kathleen Benyak as an Instructional Aide at a Step 1 pro-rated salary per the current CCTI ESPA Employment Agreement, effective on or before February 13, 2023.

Instructional Aide Mentor Appointed

- B. to appoint the following individual as Instructional Aide Mentor for the 2022-2023 school year at the approved stipend of \$500:

Ashleigh Rehrig (Kathleen Benyak, Instructional Aide)

Extra Help Instructors Appointed

- C. to appoint the following individual as Extra Help Instructor in conjunction with the after school program at \$25 per hour on an as-needed/scheduled basis:

Kathleen Benyak
Donna McClain

Additional Hours Approved

D. to approve up to four (4) hours at the individuals per diem rate, for all current CCTI CTE Instructors for work on their individual program area and program of study.

Substitute Approved

E. that the below listed individual be approved to substitute for the 2022-2023 school year at the established rates, as follows:

- Geri Vavra – Teacher, Instructional Aide

Adult Education Instructors Approved

F. to approve the following individuals on an as needed basis at the hourly rate listed below, effective January 20, 2023 through February 2024:

- Thomas Bartholomew – Adult Education Welding Instructor, \$23.00/hour
- Kenneth Reiter – Adult Education Air Conditioning Instructor, \$21.00/hour

Family Medical Leave Time Approved

G. to approve Family Medical Leave time for employee #3054, effective January 11, 2023 through February 13, 2023.

HOSA Co-Advisors Approved

H. to appoint the following individuals School-Wide Co-Curricular Activities and Student Club/Organization Advisor as indicated below:

HOSA Co-Advisors – Donna McClain, Health Medical Instructor
 Sandi Kohutka, Health Medical Instructional Aide

ROLL CALL VOTE:

	Yes	No	Absent	Abstain
Mr. Paules – Palmerton	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Glaush - Lehighon	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mrs. DeMelfi - Panther Valley	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ms. Houser – Weatherly	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Strubinger - Jim Thorpe	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Motions carried.

Education

MOTION by Mrs. DeMelfi, SECONDED by Mr. Glaush that the following motions be approved:

Dance Approved

- A. to approve hosting a Valentine Themed Winter Semi-Formal Dance for CCTI students and their guests. The dance will be held in the cafeteria of the school from 5:30 - 8:00 p.m. on Thursday, February 2, 2023 and will be free to current CCTI students with a \$5.00 charge for approved out of school guests (20 years old and under).

DECA State Competition Attendance Approved

- B. that fourteen (14) CCTI Marketing students attend the DECA State Competition. The competition will be held on February 22, 2023 at the Hershey Lodge and Convention Center, Hershey, PA. The competition will be chaperoned by Carly Rinda, DECA Advisor and Scott Bartholomew, DECA Assistant Advisor.

Lehigh Valley AWS Student Welding Competition Attendance Approved

- C. that two (2) CCTI Welding Technology students attend the Lehigh Valley AWS Student Welding Competition on March 10, 2023 at Northampton Community College, Bethlehem, PA. Mr. Thomas Bartholomew, Welding Technology Instructor will chaperone this event.

HOSA State Conference (Competition) Attendance Approved

- D. that nineteen (19) CCTI Health Medical students attend the HOSA State Conference (competition). The competition will be held March 29, 30 & 31, 2023 at the Valley Forge Convention Center, King of Prussia, PA. The competition will be chaperoned by Donna McClain, HOSA Co-Advisor and one approved chaperone.

Field Trip Approved

- E. that Harold Resh, Auto Service Technology Instructor, Stephen Nesler, Auto Collision Repair Instructor, John Rogers, Auto Service Technology Instructional Aide and Kevin Wagner, Auto Collision Repair Instructional Aide, chaperone approximately thirty (30) Auto Service Technology and Auto Collision Repair students on a field trip to the Spring Carlisle Collector Car Flea Market, Corral & Auction at the Carlisle Fairgrounds, Carlisle, PA April 21, 2023.

Note: Expenses for the trip are included in the 2022-2023 General Fund Budget.

ROLL CALL VOTE:

	Yes	No	Absent	Abstain
Mr. Paules - Palmerton	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Glaush - Leighton	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mrs. DeMelfi - Panther Valley	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ms. Houser - Weatherly	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Strubinger - Jim Thorpe	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Motions carried.

Budget & Finance

NONE

Buildings & Grounds

NONE

Administrative

MOTION by Mr. Paules, SECONDED by Mrs. DeMelfi that the following motions be approved:

2023-2024 Student/Teacher Calendar Approved

- A. to approve the CCTI 2023-2024 Student/ Teacher Calendar, as presented.

Grant Submission Approved

- B. to acknowledge the December 2022 submission of the Career and Technical Center Crisis Response Workforce Development Grant.

Grant Submission Approved

- C. to acknowledge the December 2022 submission of the COVID-19 Public Health Workforce Supplemental Funding Grant.

CCTI Comprehensive Plan Approved

- D. to approve the CCTI Comprehensive Plan 2023-2026.

Note: The 2023-2026 CCTI Comprehensive Plan was posted to the CCTI website on December 16, 2022.

Flexible Instruction Days Approved

- E. to approve up to five (5) Flexible Instruction Days (FID) for the 2023-2024 school year.

Fall Festival/Vendor Fair Approved

- F. to approve a Fall Festival/Vendor Fair event to be held at CCTI on Saturday, September 30, 2023.

Note: Profits from this event will supplement CCTI CTSO (Career and Technical Student Organizations) and club events/activities and charitable donations.

First Reading Policy Approved

G. to approve the first reading of the following CCTI policy, as presented:

#915 (COMMUNITY) - Relations with Booster Organizations

First Reading Revised Policy Approved

H. to approve the first reading of the following revised CCTI policy, as presented:

#916 (COMMUNITY) - Volunteers

ROLL CALL VOTE:	Yes	No	Absent	Abstain
Mr. Paules - Palmerton	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Glaush - Lehighton	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mrs. DeMelfi - Panther Valley	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ms. Houser - Weatherly	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Strubinger - Jim Thorpe	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Motions carried.

Reports

Foundation Report Accepted

A. MOTION by Mr. Glaush SECONDED by Mrs. DeMelfi to accept the Carbon Career & Technical Institute Foundation Report, as presented.

Note: The balance in this account stands at \$578.06.

ROLL CALL VOTE:	Yes	No	Absent	Abstain
Mr. Paules - Palmerton	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Glaush - Lehighton	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mrs. DeMelfi - Panther Valley	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ms. Houser - Weatherly	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Strubinger - Jim Thorpe	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Motion carried.

Administrative Reports

A. MOTION by Mr. Glaush, SECONDED by Mrs. DeMelfi to accept Administrative Reports from the following:

- a. Mrs. Christine Trovato, Facilitator of Special Education
- b. Mrs. Francine Kluck, Adult Education Site Supervisor

ROLL CALL VOTE:

	Yes	No	Absent	Abstain
Mr. Paules - Palmerton	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Glaush - Leighton	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mrs. DeMelfi - Panther Valley	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ms. Houser - Weatherly	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Strubinger - Jim Thorpe	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Motion carried.

Old Business

NONE

New and Miscellaneous Business

NONE

Next Regularly Scheduled Meeting:

Thursday – February 23*, 2022

* 4th Thursday

Adjournment

Mr. Glaush moved, seconded by Mrs. DeMelfi, that the meeting adjourn. By unanimous consent, the meeting adjourned at 8:51 PM.

Christina A. Graver
Joint Operating Committee Secretary